

Message

From: Frey, Christopher [Frey.Christopher@epa.gov]
Sent: 3/8/2021 7:30:31 PM
To: Brennan, Thomas [Brennan.Thomas@epa.gov]
Subject: RE: SAB announcement
Attachments: 2021 SAB and CASAC Membership Press Release DRAFT 3 1 21 HCF.docx

Hi Tom:

Thanks for responding!

I noticed a few minor copy-editing issues in the attached, FYI.

Chris

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Monday, March 8, 2021 1:28 PM
To: Cassady, Alison <Cassady.Alison@epa.gov>; Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: SAB announcement

Hi Alison,

Ex. 5 Deliberative Process (DP)

Thank you for this important update, and for working with Chris and I to set up this topic with Mr. Regan.

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile Ex. 6 Personal Privacy (PP)

From: Cassady, Alison <Cassady.Alison@epa.gov>
Sent: Monday, March 08, 2021 1:06 PM
To: Frey, Christopher <Frey.Christopher@epa.gov>; Brennan, Thomas <Brennan.Thomas@epa.gov>
Subject: SAB announcement

Chris & Tom,

Ex. 5 Deliberative Process (DP)

AC

Alison L. Cassady
Deputy Chief of Staff for Policy
U.S. Environmental Protection Agency
Ex. 6 Personal Privacy (PP)

Message

From: Nishida, Jane [Nishida.Jane@epa.gov]
Sent: 2/2/2021 7:06:09 PM
To: Utech, Dan [Utech.Dan@epa.gov]; Frey, Christopher [Frey.Christopher@epa.gov]; Orme-Zavaleta, Jennifer [Orme-Zavaleta.Jennifer@epa.gov]
CC: Garbow, Avi [Garbow.Avi@epa.gov]; Arroyo, Victoria [Arroyo.Victoria@epa.gov]; Brennan, Thomas [Brennan.Thomas@epa.gov]
Subject: FW: SAB/CASAC briefing
Attachments: epa2021_0116.pdf; SAB Current Members FY2021_110920.xlsx; Summary FY2021 SAB Membership_110920.docx; Brennan briefing on SABSO.docx; CASAC Members.pdf

Dan, Chris and Jennifer,

As we just discussed, here is background materials from Tom Brennan, Director of the Science Advisory Board (SAB), regarding the need to address the current composition of the SAB and Clean Air Scientific Advisory Committee (CASAC). Given SAB's role in the review of EO actions, I have also copied Vicki for her situational awareness.

Chris, thank you for offering to follow up with Tom regarding this matter.

Jane

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Tuesday, February 2, 2021 12:26 PM
To: Nishida, Jane <Nishida.Jane@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: SAB/CASAC briefing

Hi Jane and Wes,

Thanks again for taking the time to meet with me this morning to discuss SABSO. Attached is the briefing we discuss this morning. Also I have attached information regarding who serves on the SAB (and the 4 SAB Standing Committees) and CASAC and when they are scheduled to term off.

Finally I wanted to use a recent Executive Order to let you know why a timely decision on how membership will be handled is critical for EPA. On January 20th, 2021 President Biden signed an EO that calls for multiple Departments/Agencies to review numerous actions. I have attached the EO to this e-mail. EPA has been asked to review 48 actions in this EO. The CASAC and SAB may have to address many of the actions depending upon how the Biden Administration decides to handle the reviews. This means decisions on how to handle membership are critical for these upcoming reviews. Here is a list of numbers to coincide with the EO's list of actions:

Ex. 5 Deliberative Process (DP)

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202.564.6953
Mobile # Ex. 6 Personal Privacy (PP)

Message

From: Cassady, Alison [Cassady.Alison@epa.gov]
Sent: 3/15/2021 7:10:25 PM
To: Lance, Kathleen [Lance.Kathleen@epa.gov]
CC: Brennan, Thomas [Brennan.Thomas@epa.gov]; Frey, Christopher [Frey.Christopher@epa.gov]; Dickerson, Aaron [dickerson.aaron@epa.gov]
Subject: FOR MONDAY NIGHT BOOK: Decision Memo on Science Advisory Board
Attachments: 2021-3-15 SABSO Decision Memo .docx; CCILO Memo re Reconstituting SAB and CASAC_3.10.21.pdf

For the Administrator's Monday night book:

Decision memo from Tom Brennan and Chris Frey (cc'd) about resetting the Scientific Advisory Board.
+ attachment

Alison L. Cassady
Deputy Chief of Staff for Policy
U.S. Environmental Protection Agency

Ex. 6 Personal Privacy (PP)

Message

From: Frey, Christopher [Frey.Christopher@epa.gov]
Sent: 3/15/2021 7:03:24 PM
To: Cassady, Alison [Cassady.Alison@epa.gov]; Brennan, Thomas [Brennan.Thomas@epa.gov]
Subject: RE: Final version of the SABSO Decision Memo for Mr. Regan's review book

Alison:

Ex. 5 Deliberative Process (DP)

Chris

H. Christopher Frey, Ph.D. (he/him/his)
Deputy Assistant Administrator for Science Policy
Office of Research and Development, Mail Code: 8101R
U.S. Environmental Protection Agency
1200 Pennsylvania Ave NW
Washington, DC 20460

Ex. 6 Personal Privacy (PP) Email: frey.christopher@epa.gov

From: Cassady, Alison <Cassady.Alison@epa.gov>
Sent: Monday, March 15, 2021 3:01 PM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>; Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: Final version of the SABSO Decision Memo for Mr. Regan's review book

Ex. 5 Deliberative Process (DP)

Alison L. Cassady
Deputy Chief of Staff for Policy
U.S. Environmental Protection Agency

Ex. 6 Personal Privacy (PP)

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Monday, March 15, 2021 1:15 PM
To: Cassady, Alison <Cassady.Alison@epa.gov>; Frey, Christopher <Frey.Christopher@epa.gov>
Subject: Final version of the SABSO Decision Memo for Mr. Regan's review book

Hi Alison and Chris,

Thank you both for your thoughtful comments and edits. Your ideas have made the attached decision memo stronger and I very much appreciate your input.

Alison,

You had a few follow up questions in your last e-mail and I have answered them below in red.

Ex. 5 Deliberative Process (DP)

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # Ex. 6 Personal Privacy (PP)

Message

From: Frey, Christopher [Frey.Christopher@epa.gov]
Sent: 3/15/2021 4:48:30 PM
To: Brennan, Thomas [Brennan.Thomas@epa.gov]
Subject: RE: SAB/CASAC Decision Memo
Attachments: 2021-3-15 SABSO Decision Memo thb edits HCF addressed HCF.docx

Tom:

Some edits and comments, for your consideration.

FYI, there was a formatting issue with 1.15 line spacing in the numbered points under recd 2 that I changed to single spacing. Gives some flexibility if there is a need for a bit more text while staying within 5 pages.

Chris

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Monday, March 15, 2021 9:43 AM
To: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: SAB/CASAC Decision Memo

Great comments! I took a crack at integrating them in and staying right at 5 pages in length. Thoughts?

From: Frey, Christopher <Frey.Christopher@epa.gov>
Sent: Monday, March 15, 2021 9:07 AM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>
Subject: RE: SAB/CASAC Decision Memo

Tom:

Some edits and comments in the attached. I am tied up until noon but should have some time 12-2 if needed.
Chris

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Monday, March 15, 2021 8:47 AM
To: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: SAB/CASAC Decision Memo

Hi Chris,

Attached is my revised draft assessing Alison's questions, I would like your review on what I added. I like the rework Alison did to the draft, she made it stronger and clearer. Also, please see my comments to her e-mail below in red. After I get your comments or approval and the draft is final, I will send these comments in red back with Alison when I send her the final decision memo.

Thanks,

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # Ex. 6 Personal Privacy (PP)

From: Cassady, Alison <Cassady.Alison@epa.gov>
Sent: Sunday, March 14, 2021 3:08 PM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>
Cc: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: SAB/CASAC Decision Memo

Tom and Chris,

Please review the attached for accuracy. I restructured the a bit and added a more context in a couple of places. I highlighted a couple of places in the memo where I would like you to add a little more text.

I have a few follow-up questions:

Ex. 5 Deliberative Process (DP)

I would like to get this in the Administrator's book tomorrow so he can make a decision. The deadline is 5pm, so it would be great if you could get it to me earlier than that.

Thank you!

Alison L. Cassady
Deputy Chief of Staff for Policy
U.S. Environmental Protection Agency
Ex. 6 Personal Privacy (PP)

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Friday, March 12, 2021 2:50 PM

To: Cassady, Alison <Cassady.Alison@epa.gov>
Cc: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: SAB/CASAC Decision Memo

Hi Alison,

Attached is the decision memo for resetting the membership of the SAB and CASAC. I also attached the OGC memo outlining the Administrator's authority to take this action. I thought it was best to keep these two documents together on this e-mail chain.

If you have any questions, please reach out.

Best regards,

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # Ex. 6 Personal Privacy (PP)

Message

From: Johnston, Khanna [Johnston.Khanna@epa.gov]
Sent: 3/1/2021 4:27:40 PM
To: Brennan, Thomas [Brennan.Thomas@epa.gov]
Subject: RE: For your review
Attachments: Executive Briefing for SAB and CASAC Membership and Regulatory Review 3 1 21.docx

Redline, strikeout. Very, very good.

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Monday, March 01, 2021 9:58 AM
To: Johnston, Khanna <Johnston.Khanna@epa.gov>
Subject: For your review

This is a draft briefing package for the new Administrator. Wrapping in membership and the regulatory review process as our top 2 items for his attention.

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # Ex. 6 Personal Privacy (PP)

Message

From: Frey, Christopher [Frey.Christopher@epa.gov]
Sent: 3/15/2021 1:06:50 PM
To: Brennan, Thomas [Brennan.Thomas@epa.gov]
Subject: RE: SAB/CASAC Decision Memo
Attachments: 2021-3-15 SABSO Decision Memo thb edits HCF.docx

Tom:
Some edits and comments in the attached. I am tied up until noon but should have some time 12-2 if needed.
Chris

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Monday, March 15, 2021 8:47 AM
To: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: SAB/CASAC Decision Memo

Hi Chris,

Attached is my revised draft assessing Alison's questions, I would like your review on what I added. I like the rework Alison did to the draft, she made it stronger and clearer. Also, please see my comments to her e-mail below in red. After I get your comments or approval and the draft is final, I will send these comments in red back with Alison when I send her the final decision memo.

Thanks,

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile Ex. 6 Personal Privacy (PP)

From: Cassady, Alison <Cassady.Alison@epa.gov>
Sent: Sunday, March 14, 2021 3:08 PM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>
Cc: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: SAB/CASAC Decision Memo

Tom and Chris,

Please review the attached for accuracy. I restructured the a bit and added a more context in a couple of places. I highlighted a couple of places in the memo where I would like you to add a little more text.

I have a few follow-up questions:

Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP)

I would like to get this in the Administrator's book tomorrow so he can make a decision. The deadline is 5pm, so it would be great if you could get it to me earlier than that.

Thank you!

Alison L. Cassady
Deputy Chief of Staff for Policy
U.S. Environmental Protection Agency

Ex. 6 Personal Privacy (PP)

From: Brennan, Thomas <Brennan.Thomas@epa.gov>

Sent: Friday, March 12, 2021 2:50 PM

To: Cassady, Alison <Cassady.Alison@epa.gov>

Cc: Frey, Christopher <Frey.Christopher@epa.gov>

Subject: SAB/CASAC Decision Memo

Hi Alison,

Attached is the decision memo for resetting the membership of the SAB and CASAC. I also attached the OGC memo outlining the Administrator's authority to take this action. I thought it was best to keep these two documents together on this e-mail chain.

If you have any questions, please reach out.

Best regards,

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile Ex. 6 Personal Privacy (PP)

Message

From: Cassady, Alison [Cassady.Alison@epa.gov]
Sent: 3/14/2021 7:08:08 PM
To: Brennan, Thomas [Brennan.Thomas@epa.gov]
CC: Frey, Christopher [Frey.Christopher@epa.gov]
Subject: RE: SAB/CASAC Decision Memo
Attachments: 2021-3-15 SABSO Decision Memo.docx

Tom and Chris,

Please review the attached for accuracy. I restructured the a bit and added a more context in a couple of places. I highlighted a couple of places in the memo where I would like you to add a little more text.

I have a few follow-up questions:

Ex. 5 Deliberative Process (DP)

I would like to get this in the Administrator's book tomorrow so he can make a decision. The deadline is 5pm, so it would be great if you could get it to me earlier than that.

Thank you!

Alison L. Cassady
Deputy Chief of Staff for Policy
U.S. Environmental Protection Agency
Ex. 6 Personal Privacy (PP)

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Friday, March 12, 2021 2:50 PM
To: Cassady, Alison <Cassady.Alison@epa.gov>
Cc: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: SAB/CASAC Decision Memo

Hi Alison,

Attached is the decision memo for resetting the membership of the SAB and CASAC. I also attached the OGC memo outlining the Administrator's authority to take this action. I thought it was best to keep these two documents together on this e-mail chain.

If you have any questions, please reach out.

Best regards,

Tom Brennan

Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202.564.6953

Mobile # Ex. 6 Personal Privacy (PP)

Message

From: Frey, Christopher [Frey.Christopher@epa.gov]
Sent: 3/4/2021 1:54:16 AM
To: Brennan, Thomas [Brennan.Thomas@epa.gov]
Subject: RE: Can we discuss this out our 1pm General?
Attachments: Executive Briefing for SAB and CASAC Membership 3 3 21 HCF.docx

Hi Tom:

Attached are some edits, comments, suggestions, for your consideration.

Chris

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Wednesday, March 3, 2021 12:02 PM
To: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: Can we discuss this out our 1pm General?

Hi Chris,

Attached is the briefing package draft I am developing for a meeting with Mr. Regan

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953
Mobile # [Ex. 6 Personal Privacy (PP)]

To: Brennan, Thomas[Brennan.Thomas@epa.gov]
From: Frey, Christopher[/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B977974633144C458C3D2A3F4F62BF0B-FREY, H]
Sent: Fri 3/12/2021 7:33:47 PM (UTC)
Subject: RE: Draft decision memo
2021 03 12 SABSO Decision Memo HCF.docx

Tom:

Attached are my suggested edits **Ex. 5 Deliberative Process (DP)**

Ex. 5 Deliberative Process (DP)

Chris

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Friday, March 12, 2021 2:28 PM
To: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: Draft decision memo

Hi Chris,

Our OPA team leader thought our draft press release was in very good shape. She asked that: 1) I keep her informed of the timing of this potential decisions; and 2) I try to anticipate questions from press and provide some short answers.

Also let her know that I wanted to be part of the press role out **Ex. 5 Deliberative Process (DP)**

Ex. 5 Deliberative Process (DP)

Tom

From: Frey, Christopher <Frey.Christopher@epa.gov>
Sent: Friday, March 12, 2021 1:13 PM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>
Subject: RE: Draft decision memo

I am looking at it now...

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Friday, March 12, 2021 12:58 PM
To: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: Draft decision memo

Here is the draft Chris,

I built it using the format Alison sent me and the content from the draft memo you and I have been working on together.

Thanks for offering to comment!

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile Ex. 6 Personal Privacy (PP)

Message

From: Brennan, Thomas [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=78CAA4C8D91743C887C1BB5DC8CDB369-THOMAS BRENNAN]
Sent: 3/8/2021 6:27:36 PM
To: Cassady, Alison [Cassady.Alison@epa.gov]; Frey, Christopher [Frey.Christopher@epa.gov]
Subject: RE: SAB announcement
Attachments: 2021 SAB and CASAC Membership Press Release DRAFT 3 1 21.docx

Hi Alison,

Ex. 5 Deliberative Process (DP)

Thank you for this important update, and for working with Chris and I to set up this topic with Mr. Regan.

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # Ex. 6 Personal Privacy (PP)

From: Cassady, Alison <Cassady.Alison@epa.gov>
Sent: Monday, March 08, 2021 1:06 PM
To: Frey, Christopher <Frey.Christopher@epa.gov>; Brennan, Thomas <Brennan.Thomas@epa.gov>
Subject: SAB announcement

Chris & Tom,

Ex. 5 Deliberative Process (DP)

AC

Alison L. Cassady
Deputy Chief of Staff for Policy

U.S. Environmental Protection Agency

Ex. 6 Personal Privacy (PP)

Message

From: Brennan, Thomas [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=78CAA4C8D91743C887C1BB5DC8CDB369-THOMAS BRENNAN]
Sent: 3/10/2021 5:56:15 PM
To: Utech, Dan [Utech.Dan@epa.gov]; Cassady, Alison [Cassady.Alison@epa.gov]
CC: Frey, Christopher [Frey.Christopher@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: OGC Memo on Dismissing Current SAB and CASAC Members and Reconstituting the Committees
Attachments: CCILO Memo re Reconstituting SAB and CASAC_3.10.21.pdf

Hello Dan and Alison,

Ex. 5 Deliberative Process (DP)

Please let me know if you wish to discuss or have any follow up questions.

Best regards,

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile #: Ex. 6 Personal Privacy (PP)

From: Green, Noelle <Green.Noelle@epa.gov>
Sent: Wednesday, March 10, 2021 12:06 PM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>
Cc: Serassio, Helen <Serassio.Helen@epa.gov>; Simons, Andrew <Simons.Andrew@epa.gov>
Subject: CCILO Memo on Dismissing Current SAB and CASAC Members and Reconstituting the Committees

Hi Tom,

Ex. 5 Attorney Client (AC)

Thank you,

Noelle Green
Attorney-Advisor
Cross-Cutting Issues Law Office
Office of General Counsel
U.S. Environmental Protection Agency

1200 Pennsylvania Avenue, Northwest
Washington, DC 20460
(202) 564-1236
green.noelle@epa.gov

Message

From: Brennan, Thomas [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=78CAA4C8D91743C887C1BB5DC8CDB369-THOMAS BRENNAN]
Sent: 1/21/2021 1:51:10 PM
To: Atkinson, Emily [Atkinson.Emily@epa.gov]; Johnston, Khanna [Johnston.Khanna@epa.gov]
Subject: RE: SAB: Updating EPA Transition Spreadsheets & Briefing Papers
Attachments: Brennan briefing on SABSO.docx

Thanks Emily,

That sounds great. First, please transfer over our existing SABSO Transition Team briefing to the First Team briefing package. Also I developed an additional briefing on SAB and CASAC membership (attached). Please also include this for SABSO on the First Team site.

Thanks for all your help!

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # Ex. 6 Personal Privacy (PP)

From: Atkinson, Emily <Atkinson.Emily@epa.gov>
Sent: Thursday, January 21, 2021 8:45 AM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>; Johnston, Khanna <Johnston.Khanna@epa.gov>
Subject: RE: SAB: Updating EPA Transition Spreadsheets & Briefing Papers

Hi Tom,

The briefing package for the transition can be brought over to the Biden First Team site, so if that is what you all would like just let me know and I will transfer the materials. I will wait to hear back from you before I transfer any transition documents to the new Biden First Team site.

Some offices were updating their issue papers now that they could include non-public information.

Any new documents you want uploaded to the site should be sent to me and I can get them posted.

Let me know if you have any other questions.

Emily

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Thursday, January 21, 2021 8:32 AM
To: Atkinson, Emily <Atkinson.Emily@epa.gov>; Johnston, Khanna <Johnston.Khanna@epa.gov>
Subject: RE: SAB: Updating EPA Transition Spreadsheets & Briefing Papers

Hi Emily,

I guess I am a little confused. SABSO developed a briefing package for the transition a couple of months back and it is included in the transition package along with the rest of the Agency material. Is that being shared with the Biden team? Also I developed an additional issue paper. Should I send it to you?

Thanks for the clarification,

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # Ex. 6 Personal Privacy (PP)

From: Atkinson, Emily <Atkinson.Emily@epa.gov>
Sent: Thursday, January 21, 2021 7:46 AM
To: Johnston, Khanna <Johnston.Khanna@epa.gov>
Cc: Brennan, Thomas <Brennan.Thomas@epa.gov>
Subject: RE: SAB: Updating EPA Transition Spreadsheets & Briefing Papers

Ok – please email me any documents you want uploaded. The offices only have read access to the site so anything that needs to get posted should come to me and I can post it. Thanks!

From: Johnston, Khanna <Johnston.Khanna@epa.gov>
Sent: Wednesday, January 20, 2021 6:42 PM
To: Atkinson, Emily <Atkinson.Emily@epa.gov>
Cc: Brennan, Thomas <Brennan.Thomas@epa.gov>
Subject: Re: SAB: Updating EPA Transition Spreadsheets & Briefing Papers

Emily,
Tom will enter the revised paper into the transition site for Biden First Team. Thank you for the reminder!

Hope you enjoyed the festivities today! It was a good day!!!! A really good day!

Khanna Johnston, Deputy Director
Science Advisory Board
Sent from my iPhone

On Jan 20, 2021, at 6:16 PM, Johnston, Khanna <Johnston.Khanna@epa.gov> wrote:

Good evening Emily,
Thank you so much for reaching out to us. Yes, I am fairly certain, TomB intended for our briefing document to be included in the transition book for Biden's First Team. Do you need us to bring them over or do you need anything else from us? Just let me know. Thank you so much.
Much appreciated, khanna

Khanna Johnston, Deputy Director
Science Advisory Board
Sent from my iPhone

On Jan 20, 2021, at 4:58 PM, Atkinson, Emily <Atkinson.Emily@epa.gov> wrote:

Hi Khanna -

Wes Carpenter asked me to reach out to you re: issue papers for the Biden First Team transition site.

Please advise if SAB plans to submit issue papers to be included in the Biden First Team transition site or if your office does not plan to develop any materials for the site.

The transition papers your office developed specifically for the transition period have not been brought over to the Biden First Team transition site folders but if you want them to be brought over, please let me know.

We looking to finalize the Biden First Team transition site this week so please send any new papers by Friday, January 22 at noon.

Thank you.
Emily

From: Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Sent: Tuesday, January 19, 2021 1:10 PM
To: Career Deputy Assistant Administrators
<Career_Deputy_Assistant_Administrators@epa.gov>;
Leadership_Deputy_Regional_Administrators
<Leadership_Deputy_Regional_Administrators@epa.gov>
Cc: Atkinson, Emily <Atkinson.Emily@epa.gov>; Bailey, KevinJ <Bailey.KevinJ@epa.gov>;
Benjamin-Sirmons, Denise <Benjamin-Sirmons.Denise@epa.gov>; Brennan, Thomas
<Brennan.Thomas@epa.gov>; Briskin, Jeanne <Briskin.Jeanne@epa.gov>; Douglas,
Arielle <Douglas.Arielle@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>;
Hope, Brian <Hope.Brian@epa.gov>; Hunt, JuanCarlos <Hunt.Juancarlos@epa.gov>;
Jackson, Terrence <Jackson.Terrence@epa.gov>; Johnston, Khanna
<Johnston.Khanna@epa.gov>; Kudarauskas, Paul <Kudarauskas.Paul@epa.gov>;
McCluney, Lance <McCluney.Lance@epa.gov>; Richardson, RobinH
<Richardson.RobinH@epa.gov>; Standifer, Juanita <Standifer.Juanita@epa.gov>;
Stanich, Ted <Stanich.Ted@epa.gov>; Tanner, Lee <Tanner.Lee@epa.gov>; Teplitzky,
Andy <Teplitzky.Andy@epa.gov>; Tyree, Robin <Tyree.Robin@epa.gov>; Wooden-
Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Cortes, Emilio
<Cortes.Emilio@epa.gov>
Subject: RE: Updating EPA Transition Spreadsheets & Briefing Papers

DAAs/DRAs:

Good afternoon. Just a friendly reminder that hot topics/cross agency issues papers are due to Emily Atkinson and me by COB today via email. Please let me know if you have any questions. Thanks.

Wes

From: Carpenter, Wesley
Sent: Thursday, January 07, 2021 6:00 PM
To: Career Deputy Assistant Administrators
<Career_Deputy_Assistant_Administrators@epa.gov>;
Leadership_Deputy_Regional_Administrators
<Leadership_Deputy_Regional_Administrators@epa.gov>
Cc: Atkinson, Emily <Atkinson.Emily@epa.gov>; Bailey, KevinJ <Bailey.KevinJ@epa.gov>;
Benjamin-Sirmons, Denise <Benjamin-Sirmons.Denise@epa.gov>; Brennan, Thomas
<Brennan.Thomas@epa.gov>; Briskin, Jeanne <Briskin.Jeanne@epa.gov>; Douglas,
Arielle <Douglas.Arielle@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>;
Hope, Brian <Hope.Brian@epa.gov>; Hunt, JuanCarlos <Hunt.Juancarlos@epa.gov>;
Jackson, Terrence <Jackson.Terrence@epa.gov>; Johnston, Khanna
<Johnston.Khanna@epa.gov>; Kudarauskas, Paul <Kudarauskas.Paul@epa.gov>;
McCluney, Lance <McCluney.Lance@epa.gov>; Richardson, RobinH
<Richardson.RobinH@epa.gov>; Standifer, Juanita <Standifer.Juanita@epa.gov>;
Stanich, Ted <Stanich.Ted@epa.gov>; Tanner, Lee <Tanner.Lee@epa.gov>; Teplitzky,
Andy <Teplitzky.Andy@epa.gov>; Tyree, Robin <Tyree.Robin@epa.gov>; Wooden-
Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Cortes, Emilio
<Cortes.Emilio@epa.gov>
Subject: RE: Updating EPA Transition Spreadsheets & Briefing Papers

DAAAs/DRAs:

As a reminder, the briefing papers should be limited to one page. Thanks.

Wes

From: Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Sent: Thursday, January 07, 2021 5:51 PM
To: Career Deputy Assistant Administrators
<Career_Deputy_Assistant_Administrators@epa.gov>;
Leadership_Deputy_Regional_Administrators
<Leadership_Deputy_Regional_Administrators@epa.gov>
Cc: Atkinson, Emily <Atkinson.Emily@epa.gov>; Bailey, KevinJ <Bailey.KevinJ@epa.gov>;
Benjamin-Sirmons, Denise <Benjamin-Sirmons.Denise@epa.gov>; Brennan, Thomas
<Brennan.Thomas@epa.gov>; Briskin, Jeanne <Briskin.Jeanne@epa.gov>; Douglas,
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Stanich, Ted <Stanich.Ted@epa.gov>; Tanner, Lee <Tanner.Lee@epa.gov>; Teplitzky,
Andy <Teplitzky.Andy@epa.gov>; Tyree, Robin <Tyree.Robin@epa.gov>; Wooden-
Aguilar, Helena <Wooden-Aguilar.Helena@epa.gov>; Cortes, Emilio
<Cortes.Emilio@epa.gov>
Subject: Updating EPA Transition Spreadsheets & Briefing Papers

DAAAs/DRAs:

Good afternoon. As a follow-up to our discussion earlier today, I need your help and support once again to update the attached hot topics/cross agency issues spreadsheet and activity/event calendar spreadsheet by **COB Monday, January 11, 2021**. The hot topics/cross agency issues spreadsheet has workbooks for the AO and each NPM, so the regions should reach out to the AO or NPMs if regional topics/issues need to be added to the list. The calendar spreadsheet has workbooks for external activities/events, internal activities/events, and legal deadlines. Please send your updates to Emily Atkinson and me via email by the deadline.

In regards to the attached briefing topic template, please use it to develop papers on the topics and issues contained in the aforementioned updated spreadsheet for briefing the new administration staff (i.e., the First Team). Please keep in mind that you may have already developed briefing papers for the agency review team on these topics or issues based on publicly available information. You can use these papers as a starting point and add non-publicly available information to update them using the attached template, so the new administration staff can get up to speed quickly on these topics and issues. Please plan on having these papers completed by **COB Tuesday, January 19, 2021**, as the First Team may be arriving as soon as the afternoon of January 20, 2021. When completed, please send electronic copies of the papers to Emily Atkinson and me via email.

As always, I appreciate your assistance and support on this urgent matter. Please let me know if you have any questions. Thanks, and have a nice evening.

Wes

Message

From: Brennan, Thomas [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=78CAA4C8D91743C887C1BB5DC8CDB369-THOMAS BRENNAN]
Sent: 3/15/2021 7:05:07 PM
To: Cassidy, Alison [Cassady.Alison@epa.gov]; Frey, Christopher [Frey.Christopher@epa.gov]
Subject: RE: Final version of the SABSO Decision Memo for Mr. Regan's review book

Hi Alison,

Ex. 5 Deliberative Process (DP)

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # Ex. 6 Personal Privacy (PP)

From: Cassady, Alison <Cassady.Alison@epa.gov>
Sent: Monday, March 15, 2021 3:01 PM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>; Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: Final version of the SABSO Decision Memo for Mr. Regan's review book

Ex. 5 Deliberative Process (DP)

Alison L. Cassady
Deputy Chief of Staff for Policy
U.S. Environmental Protection Agency

Ex. 6 Personal Privacy (PP)

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Monday, March 15, 2021 1:15 PM
To: Cassady, Alison <Cassady.Alison@epa.gov>; Frey, Christopher <Frey.Christopher@epa.gov>
Subject: Final version of the SABSO Decision Memo for Mr. Regan's review book

Hi Alison and Chris,

Thank you both for your thoughtful comments and edits. Your ideas have made the attached decision memo stronger and I very much appreciate your input.

Alison,

You had a few follow up questions in your last e-mail and I have answered them below in red.

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US Environmental Protection Agency

Desk # 202 564 6953
Mobile # [Ex. 6 Personal Privacy (PP)]

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From: Brennan, Thomas [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=78CAA4C8D91743C887C1BB5DC8CDB369-THOMAS BRENNAN]
Sent: 3/15/2021 6:29:37 PM
To: Cassidy, Alison [Cassady.Alison@epa.gov]
CC: Frey, Christopher [Frey.Christopher@epa.gov]
Subject: Re: Final version of the SABSO Decision Memo for Mr. Regan's review book

Terrific!!

Sent from my iPhone

On Mar 15, 2021, at 1:21 PM, Cassidy, Alison <Cassady.Alison@epa.gov> wrote:

Thank you! I gave him the heads up that this would be in his book to review. I will let know you know if he signs off or if he requests additional information. Thanks for your patience as I figure this whole process out!

Alison

Alison L. Cassidy
Deputy Chief of Staff for Policy
U.S. Environmental Protection Agency

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Sent: Monday, March 15, 2021 1:15 PM
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Mobile # { Ex. 6 Personal Privacy (PP) }

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Sent: 3/15/2021 5:14:39 PM
To: Cassady, Alison [Cassady.Alison@epa.gov]; Frey, Christopher [Frey.Christopher@epa.gov]
Subject: Final version of the SABSO Decision Memo for Mr. Regan's review book
Attachments: 2021-3-15 SABSO Decision Memo .docx

Hi Alison and Chris,

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Sent: 3/15/2021 4:57:58 PM
To: Frey, Christopher [Frey.Christopher@epa.gov]
Subject: RE: SAB/CASAC Decision Memo

Thanks Chris! I added the ability to move more quickly to the list of attributes for the new organization of standing committees. I am going to read it over one more time before staff meeting then send to Alison around 2 PM.

Thanks for your help!

Tom

From: Frey, Christopher <Frey.Christopher@epa.gov>
Sent: Monday, March 15, 2021 12:49 PM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>
Subject: RE: SAB/CASAC Decision Memo

Tom:

Some edits and comments, for your consideration.

FYI, there was a formatting issue with 1.15 line spacing in the numbered points under recd 2 that I changed to single spacing. Gives some flexibility if there is a need for a bit more text while staying within 5 pages.

Chris

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Monday, March 15, 2021 9:43 AM
To: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: SAB/CASAC Decision Memo

Great comments! I took a crack at integrating them in and staying right at 5 pages in length. Thoughts?

From: Frey, Christopher <Frey.Christopher@epa.gov>
Sent: Monday, March 15, 2021 9:07 AM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>
Subject: RE: SAB/CASAC Decision Memo

Tom:

Some edits and comments in the attached. I am tied up until noon but should have some time 12-2 if needed.
Chris

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Monday, March 15, 2021 8:47 AM
To: Frey, Christopher <Frey.Christopher@epa.gov>
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Hi Chris,

Attached is my revised draft assessing Alison's questions, I would like your review on what I added. I like the rework Alison did to the draft, she made it stronger and clearer. Also, please see my comments to her e-mail below in red. After I get your comments or approval and the draft is final, I will send these comments in red back with Alison when I send her the final decision memo.

Thanks,

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Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile Ex. 6 Personal Privacy (PP)

From: Cassady, Alison <Cassady.Alison@epa.gov>
Sent: Sunday, March 14, 2021 3:08 PM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>
Cc: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: RE: SAB/CASAC Decision Memo

Tom and Chris,

Please review the attached for accuracy. I restructured the a bit and added a more context in a couple of places. I highlighted a couple of places in the memo where I would like you to add a little more text.

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Thank you!

Alison L. Cassady
Deputy Chief of Staff for Policy
U.S. Environmental Protection Agency
Ex. 6 Personal Privacy (PP)

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Friday, March 12, 2021 2:50 PM
To: Cassady, Alison <Cassady.Alison@epa.gov>
Cc: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: SAB/CASAC Decision Memo

Hi Alison,

Attached is the decision memo for resetting the membership of the SAB and CASAC. I also attached the OGC memo outlining the Administrator's authority to take this action. I thought it was best to keep these two documents together on this e-mail chain.

If you have any questions, please reach out.

Best regards,

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US Environmental Protection Agency

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Mobile # **Ex. 6 Personal Privacy (PP)**

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From: Brennan, Thomas [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=78CAA4C8D91743C887C1BB5DC8CDB369-THOMAS BRENNAN]
Sent: 1/25/2021 12:47:36 PM
To: Carpenter, Wesley [Carpenter.Wesley@epa.gov]
CC: Johnston, Khanna [Johnston.Khanna@epa.gov]
Subject: Re: Importance of membership decisions

Great, thanks Wes.

Sent from my iPhone

On Jan 25, 2021, at 7:42 AM, Carpenter, Wesley <Carpenter.Wesley@epa.gov> wrote:

Thanks, Tom and good morning. The first team is just starting to get up and running, but I will mention your request to the Acting Administrator and Chief of Staff the next time I talk to them. Please move forward on anything organizational that you can take for action w/o consulting the first team.

Wes

Sent from my iPhone

On Jan 25, 2021, at 7:04 AM, Brennan, Thomas <Brennan.Thomas@epa.gov> wrote:

Wes,

Attached is a 1/20/21 Biden Executive order. Notice that several of the items listed for EPA have SAB and CASAC implications. Since EPA will be potentially look over such a wide range of issues from EPA, it seems likely that SAB and CASAC will be engaged on reviewing any new product that comes through. As you know it takes several months to identify, select, and hire new Special Government Employees (SGEs). I want to make sure SABSO is ready to support this work, so starting any new hiring quickly is imperative.

I would really benefit from talking to the correct member of the first team to brief them on our current membership, find out if they have plans for SAB and CASAC management, and then if we have clarity get started. The sooner I can understand the plan for SGEs, the faster SABSO can be ready to support the Agency's priorities.

Also attached is my backgrounder on membership I asked Emily A to include in the first team briefings.

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # Ex. 6 Personal Privacy (PP)

<epa2021_0116.pdf>

<Brennan briefing on SABSO.docx>

Message

From: Brennan, Thomas [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=78CAA4C8D91743C887C1BB5DC8CDB369-THOMAS BRENNAN]
Sent: 3/15/2021 4:49:21 PM
To: Frey, Christopher [Frey.Christopher@epa.gov]
Subject: Re: SAB/CASAC Decision Memo

Thanks!

Sent from my iPhone

On Mar 15, 2021, at 12:48 PM, Frey, Christopher <Frey.Christopher@epa.gov> wrote:

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U.S. Environmental Protection Agency

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Cc: Frey, Christopher <Frey.Christopher@epa.gov>
Subject: SAB/CASAC Decision Memo

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Best regards,

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US Environmental Protection Agency

Desk # 202 564 6953

Mobile **Ex. 6 Personal Privacy (PP)**

<2021-3-15 SABSO Decision Memo thb edits HCF addressed HCF.docx>

Message

From: Brennan, Thomas [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=78CAA4C8D91743C887C1BB5DC8CDB369-THOMAS BRENNAN]
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Mobile # Ex. 6 Personal Privacy (PP)

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Sent: 3/15/2021 1:43:22 PM
To: Frey, Christopher [Frey.Christopher@epa.gov]
Subject: RE: SAB/CASAC Decision Memo
Attachments: 2021-3-15 SABSO Decision Memo thb edits HCF addressed.docx

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Sent: 3/1/2021 2:58:19 PM
To: Johnston, Khanna [Johnston.Khanna@epa.gov]
Subject: For your review
Attachments: Executive Briefing for SAB and CASAC Membership and Regulatory Review 3 1 21.docx

This is a draft briefing package for the new Administrator. Wrapping in membership and the regulatory review process as our top 2 items for his attention.

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # [Ex. 6 Personal Privacy (PP)]

Message

From: Brennan, Thomas [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=78CAA4C8D91743C887C1BB5DC8CDB369-THOMAS BRENNAN]
Sent: 3/15/2021 12:47:12 PM
To: Frey, Christopher [Frey.Christopher@epa.gov]
Subject: RE: SAB/CASAC Decision Memo
Attachments: 2021-3-15 SABSO Decision Memo thb edits.docx

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Sent: 3/16/2021 4:39:38 PM
To: Joseph, Dominique [Joseph.Dominique@epa.gov]
Subject: The sign off is done

Hi Dominique,

Mr. Regan has signed off on the plan to reset SAB and CASAC. I guess the next step is to get the materials together and as a team discuss the timing of the roll out of the news.

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

Desk # 202 564 6953

Mobile # Ex. 6 Personal Privacy (PP)

Message

From: Brennan, Thomas [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=78CAA4C8D91743C887C1BB5DC8CDB369-THOMAS BRENNAN]
Sent: 3/12/2021 7:50:09 PM
To: Cassidy, Alison [Cassady.Alison@epa.gov]
CC: Frey, Christopher [Frey.Christopher@epa.gov]
Subject: SAB/CASAC Decision Memo
Attachments: 2021 03 12 SABSO Decision Memo.docx; CCILO Memo re Reconstituting SAB and CASAC_3.10.21.pdf

Hi Alison,

Attached is the decision memo for resetting the membership of the SAB and CASAC. I also attached the OGC memo outlining the Administrator's authority to take this action. I thought it was best to keep these two documents together on this e-mail chain.

If you have any questions, please reach out.

Best regards,

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

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Sent: 3/3/2021 5:02:12 PM
To: Frey, Christopher [Frey.Christopher@epa.gov]
Subject: Can we discuss this out our 1pm General?
Attachments: Executive Briefing for SAB and CASAC Membership 3 3 21.docx

Hi Chris,

Attached is the briefing package draft I am developing for a meeting with Mr. Regan

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

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Sent: 3/12/2021 5:57:54 PM
To: Frey, Christopher [Frey.Christopher@epa.gov]
Subject: Draft decision memo
Attachments: 2021 03 12 SABSO Decision Memo.docx

Here is the draft Chris,

I built it using the format Alison sent me and the content from the draft memo you and I have been working on together.

Thanks for offering to comment!

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Director, Science Advisory Board Staff Office
US Environmental Protection Agency

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Sent: 2/1/2021 2:04:07 PM
To: Dickerson, Aaron [dickerson.aaron@epa.gov]
Subject: RE: SABSO meeting
Attachments: Brennan briefing on SABSO.docx

Hi Aaron,

The most immediate issue facing SABSO is our current membership of Special Government Employees who serve on the Science Advisory Board and the Clean Air Scientific Advisory Committee. Attached is a briefing paper on this topic. I would like to go over this with Jane.

Thanks,

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

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From: Dickerson, Aaron <dickerson.aaron@epa.gov>
Sent: Monday, February 01, 2021 8:45 AM
To: Brennan, Thomas <Brennan.Thomas@epa.gov>
Subject: RE: SABSO meeting

Good morning Tom,

I know this is short notice but would be available tomorrow at 10:30am to meet with Jane? I would need the briefing documents by COB today. If not we can look at Wednesday at 10:30am? Just let me know what works best.

Thanks.

Aaron Dickerson
Senior Advisor
Office of the Administrator
U.S. EPA

From: Brennan, Thomas <Brennan.Thomas@epa.gov>
Sent: Tuesday, January 26, 2021 4:08 PM
To: Dickerson, Aaron <dickerson.aaron@epa.gov>
Subject: SABSO meeting

Hi Aaron,

I was juts talking to Wes Carpenter regarding a couple critical SABSO issues. He mentioned you may be setting up meetings for various AO Offices with Jane over the next few weeks. Just writing to let you know I could use a meeting with Jane and would be available anytime if she has the time.

Thank you,

Tom Brennan
Director, Science Advisory Board Staff Office
US Environmental Protection Agency

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